

# AGENDA / NOTICE

## Audit Committee

Employee Trust Funds (ETF) Board  
State of Wisconsin



**Thursday, March 27, 2025 (8:00 a.m.)**

### Hill Farms State Office Building, CR N107



4822 Madison Yards Way, Madison, WI 53705

### IMPORTANT NOTICE

This meeting is held onsite at the Hill Farms State Office Building but is also available virtually as provided herein. If you would like your attendance documented in the minutes, or would like to provide feedback to the Board, please email [ETFSMBoardFeedback@etf.wi.gov](mailto:ETFSMBoardFeedback@etf.wi.gov).

**Link to Virtual Meeting:** [Click here to join the Microsoft Teams meeting](#)


**To join via Telephone:** (608) 571-2209      **Conference ID:** 541 381 408#

| Action Item   | Topic  | Author(s) and/or Presenter(s) |
|---|--|-------------------------------|
|   | <b>Call to Order</b>   |                               |
|   | 1. <b>Announcements</b>  | Yikchau Sze                   |
|  | * 2. <a href="#">Consideration of Open Minutes of December 9, 2024, Meeting</a>  |                               |
|  | 3. <a href="#">Election of Officers</a>  | Kimberly Schnurr              |
|   | 4. <b>Calendar Year 2023 Financial Audit by the Legislative Audit Bureau (LAB)</b><br>A. <a href="#">Ending Audit Communication</a><br>B. LAB Report 25-02 ( <a href="#">Summary</a> and <a href="#">Full Report</a> ); <a href="#">2023 ETF Annual Comprehensive Financial Report</a> | Erin Scharlau (LAB)           |
|   | 5. <b>Office of Internal Audit Project Reports</b><br>A. <a href="#">Third-Party Administrator (TPA) Contract Compliance Audit – Pre-tax Savings Account Programs</a>  | Yikchau Sze                   |

\* Written only.

Documents for this meeting are available online at: <https://etf.wi.gov/about-etf/governing-boards/retirement-boards-meeting-agendas-and-materials>. This agenda is posted at the State Capitol, Hill Farms State Office Building, and on the Wisconsin Public Meeting Notice website.

If you need reasonable accommodations due to a disability, please contact the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931. Telephone number: (608) 266-0301. Wisconsin Relay Service 7-1-1.

| Action Item   | Topic  | Author(s) and/or Presenter(s) |
|---|--|-------------------------------|
| <b>6. Discussion and Consideration</b>  |  |                               |
| A.  | <a href="#">FY24 – FY25 Biennial Audit Plan Update, including Open Issues Report and Insurance Administration System Oversight Monthly Reports</a> | Yikchau Sze                   |
| *   | <a href="#">TPA Contract Compliance Engagement Results – Wisconsin Public Employers Group Life Insurance Program for the Plan Years 2022-2023</a>  | Yikchau Sze                   |
| <b>7. Future Items to Discuss</b>   |  |                               |
|  | <b>8. Adjournment</b>  |                               |

Please note, items may be taken in order other than listed. Unless otherwise noted, the presenters are ETF staff.

**Documents for this meeting are available online at: <https://etf.wi.gov/about-etf/governing-boards/retirement-boards-meeting-agendas-and-materials>. This agenda is posted at the State Capitol, Hill Farms State Office Building, and on the Wisconsin Public Meeting Notice website.**

If you need reasonable accommodations due to a disability, please contact the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931. Telephone number: (608) 266-0301. Wisconsin Relay Service 7-1-1.